

# Activation Form

**What is Express Cash?**

Express Cash from American Express is a service which enables you to obtain cash easily from ATMs when you go on business trips. It's just what you need to handle small cash expenses.

**Where can I use the Express Cash service?**

- Whether in the UK or on the other side of the world, you have access to Express Cash 24 hours a day, 7 days a week.
- Express Cash is available at over 650,000 ATMs worldwide. Please visit [amexnetwork.com/atmfinder](http://amexnetwork.com/atmfinder) to select a specific region and view the ATMs available there.

**How does it work?**

- Activate the Express Cash service by completing the details below.
- To use the Express Cash service insert your Card into the ATM, type in the PIN, then the amount you wish to withdraw. The ATM will dispense the cash immediately.
- You may withdraw up to £500 (£1,000 with the Corporate Gold and Platinum Cards) in local currency over a 7 day period.
- Each Express Cash withdrawal you make appears with your other Charges on your monthly Corporate Card or Corporate Meeting Card statement. Every time you use the service you will be charged a fee. The fee is 3% of the value withdrawn with a minimum charge of £3.

**How can I apply?**

- All you have to do is fill out this Activation Form, ensure it is approved by your company's nominated Programme Administrator, and return to: American Express Services Europe Ltd, PO BOX 79, Brighton BN88 1AH, UK or fax 01273 682 777.
- If you are applying for a new Corporate Card or Corporate Meeting Card, the Express Cash service will be active when you receive your Card. The PIN you will receive will apply to both cash withdrawals and other Charges made on your Card.
- For existing Cardmembers, please allow up to 7 days for the Express Cash service to be made available. You will not receive a different PIN for the Express Cash service. You can withdraw cash using the same PIN as you would for your regular Card Charges. If you forget your PIN you can view it via your Online Account ([americanexpress.co.uk](http://americanexpress.co.uk)).
- There is no charge for activating the Express Cash service.

**Cardmember Information**

|   |  |
|---|--|
| <p>Title:</p> <p>First Names:</p> <p>Last Name:</p> <p>Card Account Number:</p> | <p>Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other <input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/> 3 <input type="text"/> 7 <input type="text"/> - <input type="text"/> - <input type="text"/></p> |
|---|--|

By signing here I acknowledge that the activation of the Express Cash service is subject to the approval of the authorised signatory of my employer and American Express Services Europe Limited.

**Please sign and date here**

**D D M M Y Y**

**Company Authorisation**

|   |  |
|---|--|
| <p>Company Name:</p> <p>Control Account Number:</p> <p>Title:</p> <p>First Names:</p> <p>Last Name:</p> <p>Job Title:</p> | <p><input type="text"/></p> <p><input type="text"/> - <input type="text"/> - <input type="text"/></p> <p>Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other <input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> |
|---|--|

On behalf of the above named company by signing this Express Cash Activation Form I acknowledge that the American Express Corporate Programme Terms and Conditions will apply to the Express Cash service. I approve the Cardmember's Express Cash activation.

**Please sign and date here**

**D D M M Y Y**

ExpressCash\_UK\_Cardmember\_October2018

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